



OFFICE of GOVERNMENT INFORMATION SERVICES

August 12, 2011

*Rec'd
8/19/11*

Mr. Rigoberto Hernandez-Portillo
Register No. 72088-083
Federal Correctional Institution
P.O. Box 7000, 4001 Leopard Dr. (C2)
Texarkana, TX 75505

In Re: Case No. 2011-0328
KF: RR

NATIONAL
ARCHIVES
and RECORDS
ADMINISTRATION

8601 ADELPHI ROAD
ROOM 2510
COLLEGE PARK, MD
20740-6001

web: www.archives.gov/ogis
e-mail: ogis@nara.gov
phone: 301-837-1996
toll-free: 1-877-684-6448
fax: 301-837-0348

Dear Mr. Rigoberto Hernandez-Portillo:

Thank you for contacting the Office of Government Information Services (OGIS). This letter acknowledges our receipt of your letter dated August 1, 2011 which we received on August 8, 2011.

As the Freedom of Information Act (FOIA) ombudsman, OGIS provides facilitation and, where appropriate, mediation services to resolve disputes between FOIA requesters and Federal agencies. Whenever practical, OGIS encourages requesters to exhaust all administrative remedies within an agency before pursuing facilitation or mediation through our office. OGIS does not process requests or review appeals.

Once a case is opened in our office, we conduct fact-finding to gather information and flesh out the issues. This process could include consulting with the requester and contacting the agency to which the original request was made. Depending on what we discover during this phase, OGIS may provide you with details regarding the processing of your request and/or appeal, offer you advice on your request/appeal, work directly with the agency to resolve the issue, or offer mediation services if our attempts at facilitation are unsuccessful.

Before we can contact the agency, we will need your formal permission to allow them to discuss your FOIA request with our office so that we do not violate the Privacy Act of 1974. Enclosed is a document we will need you to sign and return providing that permission. Once we receive that document, we can contact the agency to begin to discuss your dispute.

Your participation in formal mediation, and that of the agency, is completely voluntary. You should also know that OGIS does not have authority to order parties to participate in mediation or to order an agency to release material.

Your request for assistance will be handled as quickly as possible. If you wish to contact us before we get back to you, please refer to your name and case number 2011-0328.

Sincerely,

Office of Government Information Services

Enclosure



NATIONAL
ARCHIVES

CI
8/12/11



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In accordance with the Privacy Act of 1974 as amended, I hereby authorize the Office of Government Information Services to make inquiries on my behalf, including the right to review all documentation that OGIS deems necessary regarding the Freedom of Information Act and/or Privacy Act request/administrative appeal that is the subject of my request for OGIS assistance. I understand that any documents I provide to OGIS, except those provided in confidence, may be copied and forwarded to agency officials as a part of the mediation/resolution process. I also authorize any Federal department, agency or component to release to OGIS information and records related to my Freedom of Information Act and/or Privacy Act request/administrative appeal, as Redress in good faith, in the interests of law and justice, with all Right(s) reserved and invoked and without prejudice.

Name: Mr. Rigoberto Hernandez-Portillo
Case No: 2011-0328

Signature: Rigoberto Hernandez Portillo
Rigoberto Hernandez-Portillo

Date: August 20, 2011

